

**UNITED STATES DEPARTMENT OF AGRICULTURE**

Farm Service Agency  
Room 3416, 700 West Capitol Avenue  
Little Rock, Arkansas 72201

**AR NOTICE CMA-2**

**For:** All FSA County Offices

**Cooperative Marketing Association (CMA) and Designated Marketing  
Association (DMA) Volume Activity Reporting**

**Approved by:** State Executive Director



**1 Overview**

**A Background**

Notice CMA-81 provided State and County Offices, CMA's and DMA's with policy instituting controls to avoid the potential for duplicate benefits, and with a format for a report to be created by CMA's and DMA's to be analyzed by applicable County Offices.

Arkansas Notice CMA-1 provided instructions to County Offices for analyzing "CMA Duplicate Benefits Tracking Report." This report was posted to the Arkansas State Office Intranet site. Detailed instructions were provided to process and submit this report.

**B Purpose**

This notice provides instructions to County Offices for reconciliation of possible duplicate benefits or excess benefits determined while processing "CMA Duplicate Benefits Tracking Report." A subsequent tracking report entitled "Potential Duplicates" will be emailed to each applicable County Office, and will contain possible duplicate or excess benefits. The report will be addressed to the County Executive Director and the Price Support Program Technician responsible for CMA activity.

**C Contact**

Persons with questions about this notice may contact Anita Wilson, Price Support Specialist, at (501) 301-3065.

Disposal Date	Distribution
Indefinite 04-06-04	All County Offices

## **2 General Policy**

### **A How Duplicate Benefits or Excess Benefits Occur**

Duplicate or excess benefits may occur when producers obtain MAL's or LDP's:

- on the same quantity of commodity from CMA or DMA and their FSA County Office
- on a quantity that is determined to be unreasonable according to the COC-established yield.

### **B Establishing Eligible Quantities**

According to 8-LP, FSA County Committees annually determine a reasonable estimate of yield for each commodity based on crop and weather conditions in a producer's administrative county. FSA County Offices use system generated queries to:

- determine a producer's reasonable production
- provide a running account total by producer for remaining MAL and LDP eligible quantities
- deny requests for MAL or LDP when the quantity offered for MAL or LDP is not within 10 percent of the COC-established yield.

## **3 Resolving Problems**

### **A State Office Actions**

State Office Price Support Specialists have:

- enhanced reports created by CMA's and DMA's for review by applicable County Offices
- completed additional reviews of submitted County Office reports
- compiled a listing of potential duplicate or excess benefits for additional review and resolution by County Offices.
- emailed "Potential Duplicates" report to County Offices

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### 3 Resolving Problems (Continued)

#### B Administrative County Office Actions

Administrative County Offices shall:

- open “Potential Duplicates” email attachment and “Save” to H:/drive
- the report will open to sheet 1 of the spreadsheet. Select the applicable County worksheet to obtain the listing for your county. Make appropriate notations on the applicable County worksheet.
- when a multi-county producer exceeds allowable quantity, contact other applicable County Offices to determine eligible quantities available
- for producers with farm-stored loans, contact CMA for help in determining if producer received benefits from County Office and CMA on the same quantity

**Note:** If inquiries made for multi-county producers or for producers with farm-stored loans result in clearing the potential duplicate, place an **X** in Column O of the report

- resolve possible yield problems found on the report according to 8-LP, subparagraph 132 G , and 1-CMA, subparagraph 51 C
  - if an excess yield resolves the potential duplicate, place an **X** in Column P of the report
- for duplicate benefit problems, contact the CMA or DMA **service** County Office to determine:
  - which benefit was requested first
  - whether the County Office, CMA, or DMA is responsible for a refund
- enter date LDP or market gains were obtained from County Office in Column Q of the report
- collect refunds from producers if the County Office-provided benefit is the duplicate
- contact the State Office for assistance

**Note:** For correction purposes, the first disbursed benefit is considered the correctly disbursed benefit and the second is considered the duplicate.

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### **C CMA and DMA Service County Office Actions**

CMA or DMA Service County Offices shall:

- for duplicate benefits, assist administrative County Offices in determining which benefit was requested first
- demand and collect refunds from CMA's or DMA's according to 1-CMA, paragraph 71.

### **D CMA and DMA Actions**

All CMA's except cotton, and DMA's shall:

- submit production evidence requested by administrative County Offices according to 1-CMA, subparagraph 51 D.
- request waivers of liquidated damages from PSD through the service County Office
- pay refunds at the direction of a demand letter from the CMA or DMA service County Office.

## **4 Action**

### **A State Office Action**

State Office shall:

- provide "Potential Duplicates" report by email to applicable County Offices for reconciliation
- provide assistance to County Office as needed.

### **B Administrative County Office Action**

Administrative County Offices shall:

- review report emailed from State Office and follow instructions provided in subparagraph 3 B
- upon completion of "Potential Duplicates" report, click "File", "Send To", and "Mail Recipient (as attachment)". Email to [anita.wilson@ar.usda.gov](mailto:anita.wilson@ar.usda.gov)
- Complete report as soon as possible, but no later than **Friday, April 30, 2004.**